

# Checklist for

## Entry Visa

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Note : Take a printout of this checklist form and tick the documents enclosed in your application, put your name, signature and date at the bottom

1. Printed copy of the duly filled online application form at the Indian Government's Visa Portal. (Applicant should sign the application on first page below the photo and on the last page at designated place).
2. Original Passport with more than six months validity as on date of expected date of journey and 2 blank pages along with a photocopy of the personal information page(s).
3. 01 recent photograph (51mm x 51mm). Application with wrong photo specifications may lead to rejection the applicaiton.
4. Self-attested photocopy of Proof of Current address in Germany (City Registration/ Meldebesatigung / Anmeldung / personalauweis) of the applicant.
5. Additional Form & Documents for Passport holders other than German nationals including proof of valid German Residence Permit / Visa:
6. Additional Documents as given below (as applicable); 
  - For Persons of Indian Origin and foreign spouse & foreign children of an Indian citizen/Person of Indian Origin/ OCI cardholder (other than those registered as OCI cardholder);
    - Proof of Indian origin {A photocopy of "Certificate for Renunciation of Indian Citizenship/Certificate for Surrender of Indian Passport", If the applicant is of previous Indian Passport holder:Indian origin (born Indian);
    - A photocopy of marriage certificate (Apostilled as applicable), copy of spouse's passport or Certificate for Renunciation of Indian Citizenship/Certificate for Surrender of Indian Passport/OCI Card of spouse is required, If the applicant is a spouse of Indian national/person of Indian origin; A photocopy of Birth certificate, marriage certificate of parents, copy of parents passport or Certificate for Renunciation of Indian Citizenship/Certificate for Surrender of Indian Passport/OCI Card of parents is required, If the applicant is a child of Indian national/person of Indian origin}
  - If the applicant is Spouse of Indian national/ person of Indian origin (the documents mentioned below to be attached with the application form):
    - A copy of marriage certificates (Apostilled as applicable).
    - A copy of passport/ Surrender Certificate of Indian Passport / OCI Card issued to the Spouse of the applicant.

- In case of a Minor child, Birth Certificate and Marriage Certificate of the parents with a consent letter signed by both parents / if one parent, a copy of custody letter from local court.
- For those coming to join Auroville Foundation, Aurobindo Ashram, Missionaries of Charity, Temples or similar approved organizations; If the applicant wishes to join Auroville Foundation / Sri Aurobindo Ashram, Puducherry / Missionaries of Charity, Kolkata / similar approved organizations, temples, Buddhist Monasteries/other Buddhist organizations for charity work:
  - Official invitation letter issued by the Secretary of Auroville Foundation / Sri Aurobindo Ashram, Puducherry / Missionaries of Charity, Kolkata / similar approved organizations, temples, Buddhist Monasteries/other Buddhist organizations. This document must be provided in its original sealed envelope (by Auroville Foundation).
- For those who is owing property in India and for purposes which are not covered by any other visa category;
  - Permission letter issued by Reserve Bank of India/relevant State Govt. authorities regarding the ownership of the property, for those applicant's who is owing a property in India.
- Supporting documents for the purposes which are not specifically mentioned in the various visa categories.

7. Proof of payment of the applicable fee (if made through bank transfer).
8. Print and enclose the Applicant Consent Form.

**Name :**

**Signature :**

**Date :**